

KIPDA DISTRICT EARLY INTERVENTION COMMITTEE MEETING

January 23, 2006

Minutes

K.I.D.S. Center, Louisville, Kentucky

Members/Designees Present: Angie Guest, Cindy Holmes, Shawna White, Becky Skrine, Eileen Deren, Karen Pass, Jon Lee, Sandy Milburn, Ann Phillips, Barbara Borie.

Members/Designees Not Present or Represented: Melinda Atkins, Julie Leezer, Carrie Bearden, Christie Dwyer, Ann Finney, Angie Guest, Sue McGill, Lynn Webster, Mona McCubbin, Michele Harmon.

Staff Present: Sandra Duverge, Alicia Dailey.

Guests Present: None.

| SUBJECT | DISCUSSION | ACTION |
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| Minutes | Corrected September minutes, November and December minutes reviewed. | Approved as written. |
| Point of Entry Report | Cindy Holmes reported. <u>Referrals:</u> 104 for December. <u>Child Find:</u> 1) Julie Derringer provided information on First Steps to Spanish-speaking families at the Arcadia Apartments Community Center, Jeff. Co. 2) Shannon Patterson provided information at Turning Point for Autism, Jeff. Co. 3) Shannon Patterson shared information on First Steps with Jefferson Tech School, Jeff. Co. <u>45-Day Time Line:</u> 1) All ISCs attended the PSC Quarterly meeting on 12/13/05. Cindy presented the importance of our 45-day time line and requested help from PSCs and providers who were present. 2) Based on data concerning the number of IFSPs delayed due to ISC workload, Joetta Abston will be returning as a full time ISC on 1/30/06, primarily serving Bullitt Co. 3) WCEC has begun reviewing Record Review requests for eligibility determination as soon as the complete request has been received and are emailing the report to the ISC without the | |

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| | identifying name ASAP to enable the POE to act on it as soon as possible. WCEC is also hiring another person. <u>Shortages</u> : Speech Language Pathologist, Trimble Co. | |
| ICC | Cindy Holmes reported. She attended the ICC Executive Committee Meeting on 12/8/05. Sarah Wilding has agreed to be acting chair of the ICC. The vice chair position is still vacant. In December, a letter was sent out to ICC members explaining that they can still participate even if their term has expired. Meetings are by videoconference now. The letter also asked members to send designees. They have not received much response to the letter. The ICC is exploring whether other members besides ex-officio members can appoint designees who can vote. At this time there will not be any new appointments. The next meeting is in March. The ICC is under Kim Townley's office in the Dept. of Education (DOE). The ICC cannot make requests of the governor directly – they have to go through Kim Townley. She has submitted names twice to the governor and nothing has happened. In the past, the ICC has submitted a name and an alternate with bio sheets. The governor can appoint whom he wants to serve. Cindy recommended, and the ICC approved, to make a request that DPH relieve Meredith Brown, Part C Coordinator, of her other responsibilities. The DEIC discussed the plausibility of moving the ICC from DOE to DPH. | At our February meeting, the DEIC will draft a statement that can be read at the March ICC meeting on 3/9/06 during the public comment section about doing everything we can to get new appointments to the ICC. This would include the suggestion of moving the ICC from DOE to DPH. |
| Technical Assistance Team Report | Sandra Duverge reported. 1) She has First Steps tear-off pads and posters. 2) Family Orientation: there are funding difficulties. ISCs are giving new families the Family Orientation schedule; she needs to do a mailing to current families. Request made for the DEIC to pay for postage. Last KIPDA mailing went to 589 families; only three attended. PSCs are notified whenever a mailing goes out. Discussion ensued about the effectiveness of letters. Phone calls are more effective but there are too many parents in this district. Other challenges: 1) childcare – liability, a place that can accommodate kids, and the cost; and 2) length of the orientation (2 & ½ hours). Suggestions included sending a questionnaire about what families need, having a call-back number where families can RSVP and leave a message, having a ½ hour playgroup, giving families a | Sandra will adjust Family Orientation to fit a birthday theme. DEIC will pay for postage and refreshments for kids who are celebrating a birthday during the month when the orientation is held. Sandra will develop and mail out invitations. |

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| | DVD or videotape, and having a birthday party and do a brief orientation during the party. Alicia Dailey reported that Jackie Sampers stated that the next semi-annual mandatory PLE meeting will be April 26 th in the a.m. | |
| Cultural Diversity Workshop | Barbara Borie reported. 8:30 a.m. – Continental Breakfast; 9:00-12:00, Workshop; 12:00 p.m. – Lunch. We are planning on 50 people. No awards. Caterer: Wiltshire Pantry. Discussion ensued about cost of menu. Barbara will call caterer to discuss menu, but we will have tray lunch and not box lunch so that people will stay and network. Need to let everyone know that lunch is being provided courtesy of the DEIC. Would also like to have door prizes: \$10, \$15, \$25 and \$50 from restaurants on Hurstbourne Lane. Jon Lee passed around sample certificates for the DEIC to review and vote on. | Alicia will send out email inviting everyone who registers to stay for lunch and asking them to indicate whether they will be staying when they register. Angie will purchase door prizes. |
| Treasurer's Report | Angie Guest reported. We have approximately \$700 in our DEIC account. | |
| Transition Update | Shawna White reported. Melinda Atkins, Sheilah Miles and Shawna White went over the transition process at the December PSC Quarterly meeting. The next transition meeting will be February 23, 12:00-1:30 p.m. at VIPS. | |
| Provider Fair | The DEIC decided that we will have a Provider Fair this year. It will be at U of L on June 13 th in the afternoon (the same day as the PSC Quarterly meeting). | Angie Guest will coordinate. |
| Provider Training Survey | We will survey providers at the Provider Fair. | |
| Review Meeting Time | We will meet from 9:00-10:30 am next month and see how it goes month to month before making a permanent change. | |

Next meeting: February 27, 2006, 9:00-10:30 a.m.
Board Room, K.I.D.S. Center, 982 Eastern Parkway

Agenda:
Debriefing from Cultural Diversity Training
Treasurer's Report
Transition Update
Draft Statement for March ICC Meeting during Public Comment Time